

Personnel Action Request (PAR)

Employee Information						
Employee Name (First and Last)	Employee II	D#	Division		Effective Date	
Travis Wootton	7001472455		SMRD		12-1-18	
Job Posting Number (if applicable	MVR Requir	ed (new hires)	Last Day Wo	rked (HR)	Lump Sum (HR)	
	☐ Yes ☐	No	11-26-18		Yes No 453.5 Hours	
		Type of Re	equest			
☐ RTW Retiree ☐ Ed ☐ Promotion ☐ Po ☐ Career Ladder ☐ Competitive ☐ Demotion ☐ Da ☐ Voluntary ☐ Involuntary ☐ Lateral Move ☐ Te ☐ Management Directed Transfer ☐ Competitive		☐ Regular ☐ One-time quity Adjustment osition change ☐ New ☐ Inactivate ☐ Reclass ata change (reports to, position #, epartment, location) emporary Assignment ☐ On ☐ Off ther:		ss Sepa	☐ Full-time to Part-time ☐ Part-time to Full-time ☐ Leave of Absence	
	+	Data to be C	hanged			
Field		Current			New	
Position Number	00023358			000		
Job Code	1620					
Department Number	12921					
Location Code	22700					
State Title	Director I					
Salary Group	B26					
Monthly Salary	\$8,534.25					
Increase Amount / % Increase	N/A			/	%	
One-Time Merit Amount	N/A					
Hours Per Week / FTE	40.00 / 1			/		
Employment Type	□ Regular	☐ Tempora	ry	Regular	☐ Temporary	
FLSA Status		☐ Non-Exer	npt 🏄	☐ Exempt	☐ Non-Exempt	
Reports to Name	Denny Kingsle	у				
Reports to Position Number	00020835			000		
Work Schedule (hours per day)	M T	W TH	F	м т	W TH F	
PCA #/Fund and %						
		Approv				
Printed Name of Manager		Manager Signa	ture		Date	
Printed Name of Division Director	•	Division Director Signature			Date	
Printed Name of Budget Office		Budget Office S	Signature		Date	
Printed Name of HR Director Robbi Craig		HR/Director Sig	gnature 1		Date 11-29-18	
Printed Name of Executive Direct	or (if required)	Executive Direct	ctor Signature	required)	Date	
Comments: Used Comp time and	Annual Leave f	rom 11/27-11/30	. Pay lump sun	n of annual lea	ve. Retiring effective 12-1-18.	

CHRISTI CRADDICK, CHAIRMAN RYAN SITTON, COMMISSIONER WAYNE CHRISTIAN, COMMISSIONER



RAILROAD COMMISSION OF TEXAS

DATE: November 28, 2018

TO: Wei Wang

FROM: Travis Wootton

RE: Resignation of Employment

Effective immediately I am resigning my position, in lieu of termination, with the Railroad Commission of Texas.

I choose to use 32 hours of Annual Leave time from Tuesday, November 27th to Friday, November 30th. The effective date of my separation from the Railroad Commission of Texas is December 1, 2018.

Travis Wootton

11/28/18 Date

Robbi Craig

From:

Robbi Craig

Sent:

Wednesday, November 28, 2018 3:01 PM

To:

'Travis Wootton'

Subject:

RE: Retirement Date

Attachments:

Regination in Lieu-Travis Wootton Revised 11-28-2018.docx

Thank you, Travis. Attached is a revised letter indicating that your annual leave will be run through the end of this month.

If you can sign and return it, great. If not, I'll simply attach this email chain.

If you have any questions, please let me know.

Best Regards, Robbi

From: Travis Wootton

Sent: Wednesday, November 28, 2018 2:24 PM **To:** Robbi Craig < Robbi.Craig@rrc.texas.gov>

Subject: Retirement Date

Robbi,

Thank you for taking time to speak with me this morning. As we discussed, I have met with ERS and have elected to retire on November 30, 2018, instead of using annual leave through December. You indicated that you would correct my resignation letter and send me a copy by email. Please let me know if there is any further action needed by me to effect payment of my unused annual leave. Thanks again and feel free to co tact me if you have any questions.

Travis Wootton

CHRISTI CRADDICK, CHAIRMAN RYAN SITTON, COMMISSIONER WAYNE CHRISTIAN, COMMISSIONER



RAILROAD COMMISSION OF TEXAS

DATE:	November 28, 2018
TO:	Wei Wang
FROM:	Travis Wootton
RE:	Resignation of Employment
Effective of Texas.	immediately I am resigning my position, in lieu of termination, with the Railroad Commission
	to use 32 hours of Annual Leave time from Tuesday, November 27th to Friday, November 30th. ctive date of my separation from the Railroad Commission of Texas is December 1, 2018.
Travis W	Tootton Date

CHRISTI CRADDICK, CHAIRMAN
RYAN SITTON, COMMISSIONER
WAYNE CHRISTIAN, COMMISSIONER



ALEXANDER C. SCHOCH, GENERAL COUNSEL

GENERAL LAW SECTION

RAILROAD COMMISSION OF TEXAS OFFICE OF GENERAL COUNSEL

November 26, 2018

This **SEPARATION AGREEMENT AND RELEASE** (this "Agreement") is made and entered into as of the 26th day of November, 2018 by and between Travis Wootton ("Employee") and the Railroad Commission of Texas ("Employer").

WITNESSETH:

WHEREAS, Employer is an agency of the State of Texas; and

WHEREAS, Employee has been in the employ of Employer in the position of Assistant Director of Surface Mining; and

WHEREAS, Employee has agreed to resign in lieu of termination and Employer has agreed to accept Employee's resignation and terminate the employment relationship subject to the terms and conditions herein; and

WHEREAS, Employee hereby resigns his position as Assistant Director of Surface Mining; and

WHEREAS, Employer and Employee desire to settle fully and finally any and all differences between them, including by way of example and not limitation, any differences arising out of Employee's employment with Employer, and the separation therefrom.

NOW, THEREFORE, for and in consideration of the foregoing recitals and the mutual promises, representations, releases and warranties herein contained, and intending to be legally bound thereby, Employee and Employer do hereby promise and agree as follows:

Termination of Employment:

- 1. In consideration of Employer allowing Employee to use accrued annual leave time equaling 152 hours, Employee agrees to not disparage Employer, including the Commissioners or Commission staff with regard to his work with and/or departure from the agency or any of the events giving rise to his departure; and
- 2. In consideration of Employer allowing Employee to use accrued annual leave time equaling 152 hours, Employee agrees he will not file suit against the Commission as it relates to his departure from the agency or the events giving rise to his departure.

Acknowledged and agreed this $\underline{\mathscr{U}}$ day of November 2018.

11/21/18

Travis Wootton

Alexander C. Schoch

CHRISTI CRADDICK, CHAIRMAN RYAN SITTON, COMMISSIONER WAYNE CHRISTIAN, COMMISSIONER



RAILROAD COMMISSION OF TEXAS

DATE: November 26, 2018

TO: Wei Wang

FROM: Travis Wootton

RE: Resignation of Employment

Effective immediately I am resigning my position, in lieu of termination, with the Railroad Commission of Texas.

I choose to use 152 hours of Annual Leave time from Tuesday, November 27th to Friday, December 21st. December 24th- 31st are state and agency holidays. The effective date of my separation from the Railroad Commission of Texas is January 1, 2019.

Travis Wootton

Date

CHRISTI CRADDICK, CHAIRMAN RYAN SITTON, COMMISSIONER WAYNE CHRISTIAN, COMMISSIONER



RAILROAD COMMISSION OF TEXAS

EXECUTIVE OFFICE

TO:

Travis Wootton

FROM:

Wei Wang, Executive Director

DATE:

November 26, 2018

SUBJECT:

Termination of Employment

This letter is to inform you that as of today, November 26, 2018, your employment with the Railroad Commission of Texas is terminated for cause. Upon receiving a complaint from an employee in the Surface Mining and Reclamation Division (SMRD) on September 25, 2018, Human Resources (HR) and the Office of General Counsel (OGC) began a review of the work environment in SMRD.

Three main themes emerged from interviews conducted with SMRD staff: (1) staff members fear retaliation or are concerned that the retaliatory or negative treatment has already occurred because they voiced professional opinions that appeared adverse to industry; (2) staff members otherwise do not feel comfortable expressing professional opinions and/or are anxious about or unsure how to perform their jobs; and (3) staff believes there is a lack of communication and lack of leadership from the Assistant Director and Director of SMRD.

Human Resources and the Office of General Counsel agree that Travis Wootton, SMRD Assistant Director, attempted retaliatory action against the complainant and employees in SMRD who participated in this review, during the review. On Tuesday, October 9th, when asked if Travis knew of any potential employee moves within SMRD, he told HR and OGC that he knew of nothing official. Travis Wootton was told at that time that any staff re-organizations needed to be approved by HR and he confirmed that he understood this directive. However, on Wednesday, October 10th, Mr. Wootton held a meeting with Applications and Permits management and informed them that two employees would be removed from their team and moved to the Abandoned Mine Land and Reclamation section of SMRD.

Additionally, he informed management in that meeting that they were not allowed to speak negatively to anyone about this change. This directive was in contravention of instructions given by the Human Resources Department with regard to the ongoing investigation and allowing employees to speak freely of their concerns during such investigations. Further, the attempted reassignment of these two employees from their current duties at a minimum created an appearance of retaliation and/or actual attempted retaliation against staff for voicing their concerns.

The Railroad Commission Employee Handbook, Chapter 10 states the following regarding retaliation:

In compliance with federal and state laws, the Commission prohibits adverse personnel actions such as demotion, denial of promotion, or unjustified negative evaluation against an employee as punishment for filing a discrimination or harassment complaint in good faith, being involved in a workplace investigation, whistleblowing, or participating in any legally protected activity. If the Commission receives an allegation or otherwise learns of an inappropriate situation is occurring, it will take the necessary steps to ensure the matter is promptly investigated and addressed.

You will be compensated for your Annual Leave balance with a lump sum payment, after you have been off the payroll for 30 calendar days. Unused Sick Leave will be lost and may be reinstated if you begin another state job within 12 months.

If you have questions regarding your benefits, you may contact ERS at (877) 275-4377.



Personnel Action Request (PAR)

Employee Information						
Employee Name (First and Last)	Employee II	D#	Division		Effective Date	
Travis Wootton	700147245	56	SMRD		09/01/2018	
Job Posting Number (if applicable	MVR Requi	MVR Required (new hires) Last Day Wo			Lump Sum (HR)	
	☐ Yes 🖾	No			☐ Yes ☐ No Hours	
	•	Type of R	equest			
New Hire/Rehire	lerit ☐ Regular ☐ One-time quity Adjustment osition change ☐ New ☐ Inactivate ☐ Reclass ata change (reports to, position #, epartment, location) ☐ Emp ☐ F ☐ F ☐ E ☐ F ☐ Separtment ☐ Separtment Ocation ☐ V			ployment Status Full-time to Part-time Part-time to Full-time ave of Absence Begin		
		Data to be C	Changed			
Field		Current			New	
Position Number	00023358			000		
Job Code	1620					
Department Number	12921					
Location Code		22700				
State Title	Director I					
Salary Group	B26				<u> </u>	
Monthly Salary	\$8,051.18			\$8,534.25		
Increase Amount / % Increase	N/A			\$483.07 / 6	5.00%	
One-Time Merit Amount	N/A					
Hours Per Week / FTE	40.00 / FTE			/		
Employment Type	Regular	Tempora		Regular Temporary		
FLSA Status	☐ Exempt	☐ Non-Exer	mpt	☐ Exempt	☐ Non-Exempt	
Reports to Name	J. Denny Kings	sley				
Reports to Position Number	00020835			000		
Work Schedule (hours per day)		V8.00 TH8.00 F8	.00	M T	W TH F	
PCA #/Fund and %	26001-50%	50573-50%				
Drinted Name of Manager		Approv			Dete	
Printed Name of Manager	Manager Signa	nure		Date		
Printed Name of Division Director		Division Direct			Date 8.31.18	
Printed Name of Budget Office Manylow (ast) W	0	Bu/ge/Office S	Casu	llo	Date 9/4/18	
Printed Name of HR Director		HR Director Signature		Date 9-4-18		
Printed Name of Executive Direct	or (if required)	Executive Direc	ctor Signature (if required)	Date	
Comments:		1	-		•	

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9/1/2016

Effective Date of Action

PERSONNEL ACTION REQUEST

NOTE: Personnel Action Requests must be received by HR on or before 5 days prior to the effective month in order to meet the payroll deadline.

EMPLOYEE 1	INFORMATION						
NI	Wastton	Trovic		T CCNI.			
Name:	Wootton Last	Travis First		L SSN:			
	Last	1 11.5%		****			
Division:		Surface Mining and Reclan	nation				
ACTION REC	QUESTED						
New Hir e: com	plete "proposed" inf	ormation	CURRENT		PROPOSED		
☐ New Hire	proposed ng	or manor.	00000-752	Position Number			
_	another State Agency		1601	Job Class Code	1620		
☐ Promotion	☐ Demotion	☐ Same	Manager II	Job Class Title	Director I		
Employee Chang	ge: complete changi	ing fields in "current"		Functional Job Tit	le		
and "proposed"	sections		12000092100	Organization Cod	e		
☐ Merit Increa	ase	☐ Targeted Merit	Austin	Work Location			
Promotion		☐ Targeted Promotion	B23	Group/ Step	B26		
□ Demotion		☐ Merit Bonus	\$7,071.76	Monthly Salary			
☐ Reclassifica		☐ Retention Bonus	\$707.16		ncrease 10.00%		
☐ Lateral Mov		☐ Legislative Increase	40	Hours per week (FT			
	Week Change	☐ PCA Change	CRF	Employee Type			
☐ Organizatio		☐ Position Number Change	M	Pay Freq.			
☐ Functional .	Job Title Change		0	Administrative Lea	ive		
			P12873 @ 50%	PCA/%			
			Additional Comments:				
Termination:							
☐ Regular Term							
☐ Direct Transf	fer to Another State A	Agency		5			
Agency:			Additional PCA's: P12673 @ 50%				
Termination Reas	son:		Alternative work schedule:				
Last physical day	y at work:						
Hours Worked:			Budget Review:				
			EOD DEDCOMMET OFF	ICE LICE ONLY.			
Leave Without P			FOR PERSONNEL OFF	ICE USE UNLY:			
	-		Lump Sum Due:	☐ YES ☐] NO		
☐ Full month LV	_						
☐ Full month LV	WOP Return:		If YES, amount/hours to pa	C-MANUE	Hours		
			Pint In town and he	Amount	riours		
			First day lump sum can be	paid:			
ACTION							
)	8/18/2016 Date 9-16-16		
1. Supervisor	N M	Date	2. Division	Director 1	Date		
		8.23-16		and Cont	,) a 11-11		
Acti	Lane		_ I Junio	Distriction of the Court	Phraston Data		
3. Human Resou	irces Director	Date	4 Executive	Director Deputy Executive	Date		
	COMM	IISSION ACTION					
			MVR Check	attached :	YES NO		
	APPROV	/ED DENIED					
	_		Reference Cl	heck attached:	YES NO		
			Job Posting 1	Number:			

PERSONNEL ACTION REQUEST

09/01/2015

Effective Date of Action

NOTE: Personnel Action Requests must be received by HR on or b EMPLOYEE INFORMATION	eiore 5 days prior to the effec	tive month in order to meet the	риугон сенсине.			
Name: WOOTTON, TRAVIS L Last, First Middle Division: SURFACE MINING	SSN:					
ACTION REQUESTED						
New Hire Complete "proposed" information	CURRENT		PROPOSED			
New Hire:	00000752 1601	Position Number Job Class Code	1601			
Transfer from another State Agency *** Agency No	MGRII	Job Class Title	MGR II			
Promotion Demotion Same		Functional Job Title				
Employee Change: Complete changing fields in "current" and "proposed" sections	12000092100	Organization Code	12000092100			
Merit Increase Targeted Merit	Austin	Work Location				
Promotion Targeted Promotion	B23/	Group/Step	B23/			
Demotion Merit Bonus	\$6,899.28	Monthly Salary	\$7,071.76			
Reclassification Retention Bonus		Increase Amt % Increase	\$172.48 2.50%			
Lateral Move Legislative Increase	40	Hours per week (FTE)				
Hours Per Week Change PCA Change	CRF	Employee Type				
Organization Change Position Number Change	M	Pay Frequency				
Functional Job Title Change		Administrative Leave				
	P12573	PCA / %	P12073			
Termination:	Additional Comments: HB 1,	84th Legislature, Reg. Session, Art. IX	, Sec. 18.02.(a)			
Regular Termination	2.5% s	alary increase.				
Direct Transfer to Another State Agency	Additional PCA's:					
Agency:	-	×				
Termination Reason:	Alternative work schedule:					
Last physical day at work:	Title Hall your Solle Land.					
Hours worked:	Budget Review:					
Leave Without Pay:	FOR PERSONNEL OF	FICE USE ONLY:				
Full month LWOP Begin:	Lump Sum Due:	YES NO				
	If YES, amount /hours to	nav:				
Full month LWOP Return:	in 125, amount mounts to	Amount	Hours			
	First day lump sum can b	e paid:				
ACTION APPROVAL						
		-				
1. Supervisor Date	2. Division D	irector	Date			
Human Resources Director Date	4. Executive	Director/Deputy Executive Di	rector Date			
COMMISSION ACTION		. ,				
APPROVED DENIED	MVR Check a	attached: YES	☐ NO			
	Reference Ch	eck attached: YES	NO			
	Job Posting N	umber:				

PERSONNEL ACTION REQUEST

NOTE: Personnel Action Requests must be received by HR on or			Effective Date of Action ayroll deadline.			
EMPLOYEE INFORMATION						
Name: WOOTTON, TRAVIS L Last, First Middle Division: SURFACE MINING		SSN:				
SURFACE MINING						
ACTION REQUESTED						
New Hire Complete "proposed" information	CURRENT		PROPOSED			
New Hire:	00000752	Position Number				
Transfer from another State Agency *** Agency No	1601	Job Class Code	1601			
Promotion Demotion Same	MGR II	Job Class Title	MGR II			
		Functional Job Title				
Employee Change: Complete changing fields in "current" and "proposed" sections	90000092100	Organization Code	12000092100			
Merit Increase Targeted Merit	Austin	Work Location				
Promotion Targeted Promotion	B23/	Group/Step	B23/			
Demotion Merit Bonus	\$6,764.00	Monthly Salary Increase Amt % Increase	\$6,899.28			
Reclassification Retention Bonus	40	Hours per week (FTE)	\$135.28 2.00%			
Hours per week change Legislative Change	CRF	Employee Type				
Organization change	M	Pay Frequency				
Salary Increase	P05732	PCA/%	P12073			
Position Number Change			F120/J			
Termination:	Additional Comments: SB 1, 83rd	Legislature, Reg Session, Art. IX Se	c. 17.06.(a)			
Regular Termination	2% salary increase, with a minimum of \$50					
Direct Transfer to Another State Agency	Additional PCA's:					
Agency:						
Termination Reason;	Alternative work schedule:					
Last physical day at work: Hours worked:	D. L. D.					
Tious worked.	Budget Review:	HR Re	view:			
Leave Without Pay:	FOR PERSONNEL OFFIC	E USE ONLY:				
Full month LWOP Begin:	Lump Sum Due:	YES NO				
Full month LWOP Return:	If YES, amount /hours to pay					
run mondi Ewor Return:	Amount Hours					
	First day lump sum can be pa	ud:	-			
ACTION APPROVAL						
		*	· · · · · · · · · · · · · · · · · · ·			
1. Supervisor Date	2. Division Direct	tor	Date			
			54.0			
3. Deputy Executive Director Date	4. Executive Dire	ctor	Date			
COMMISSION ACTION						
APPROVED DENIED	MVR Check attacl	hed: YES	NO			
	Reference Check a	attached: YES	NO			
	Job Posting Numb	er:				

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PERSONNEL ACTION REQUEST

05/01/14
Effective Date of Action

NOTE: Personnel Action Requests must be received by HR on or before 5 days prior to the effective month in order to meet the payroll deadline.

	100000	requests must be received by rik on	t or octore 5 days prior to th	e checuve month in	order to meet an	e payron deading.
EMPLOYEE	INFORMATION					
Name:	Wootton	Travis		5	SSN:	
	Last	First		MI		
			_			
Division:	S	MRD - Applications and P	ermits	-		
ACTION REC	MIESTED					
ACIDIN REC	QUESTED		T			I managan
New Hire: com	plete "proposed" info	rmation	CURRENT			PROPOSED
☐ New Hire			00000-752	Position		
	another State Agency	Agency No.:	1601	Job Clas		
Promotion	Demotion	☐ Same	Manager II	Job Cla		
	ge: complete changin	ng fields in "current"		Functional		
and "proposed"		prints of the first	90000092100	Organizat		
■ Merit Incre□ Promotion	ease	☐ Targeted Merit	Austin	Work L		
☐ Promotion ☐ Demotion		☐ Targeted Promotion☐ Merit Bonus	B23 \$6,464.00	Group Monthly		\$6,764.00
☐ Reclassific	ation	Retention Bonus	\$300.00	Increase Amt.	% Increase	4.64%
	week change	☐ Legislative Increase	40	Hours per v		4.04 /0
☐ Organizatio	•		CRF	Employe		
_	Job Title Change		M	Pay F		
	umber Change			Administra	tive Leave	
				PCA	√%	P05732 50%
			Additional Comments:			
Termination:						
☐ Regular Term						
☐ Direct Trans	fer to Another State A	gency				
Agency:			Additional PCA's:	P15732 50%		
Termination Rea	ison:		Alternative work schedule	:		
Last physical day	y at work:				104	
Hours Worked:			Budger Review:	1/2/14	HR Review	Ti Sarah
			FOR PERSONNEL OFF	TOT LIST ONLY	4000	pur vog-
Leave Without F	Pav:		POLITERSONNEL OFF	ICE USE ONET.	1	
☐Full month L\			Lump Sum Due:	☐ YI	es 🔲 no	
☐Full month L\			If YES, amount/hours to p			
Li Full Month E	WOF Ketulli.		II 1ES, aniounizadurs to p	Amo	unt	Hours
			First day lump sum can be	paid:		
ACTION						
ACION	/ / //	data	1	4	Ü.	alaland
/ When	. T. (oval	41212014	4 / OM	LT. Card	XL	41212014
1. Supervisor		Date	2. Division 1	Director	1	Date
Thin	mint Eve	A3/14	O Y V	Juli 04	ET !	4/3/14
3. Deputy Execu	utive Director	Date	4. Executive	Director		Date
	COMM	ISSION ACTION				—
Moderate	A DDD CV	ED DENIED	MVR Check	attached:	☐ YES	□ NO
	APPROVI	ED DENIED	Reference CI	heck attached:	☐ YES	□ №
			Reference Ci	unuviivu.		
			Job Posting 1	Number:		

PERSONNEL ACT NOTE: Personnel Action Requests must be received by HR on or I			Effective Date of Action			
EMPLOYEE INFORMATION			1.			
Name: WOOTTON, TRAVIS L Last, First Middle Division: SURFACE MINING	SSN:					
ACTION REQUESTED						
New Hire Complete "proposed" information	CURRENT 00000752	Position Number	PROPOSED			
New Hire:	1601	Job Class Code	1601			
Transfer from another State Agency *** Agency No.	MGR II	Job Class Title	MGR II			
Promotion Demotion Same		Functional Job Title				
Employee Change: Complete changing fields in "current" and "proposed" sections	90000092100	Organization Code	90000092100			
Merit Increase Targeted Merit	Austin	Work Location	The state of the s			
Promotion Targeted Promotion	B23/ \$6,400.00	Group/Step Monthly Salary	\$6,464.00			
Demotion Merit Bonus	\$0,400.00	Increase Amt % Increas				
Reclassification Retention Bonus	40	Hours per week (FTE)				
Hours per week change Legislative Change	CRF	Employee Type				
Organization change Salary Increase	M	Pay Frequency Administrative Leave				
Position Number Change	P15632	PCA/%				
	Additional Comments: SB 1, 83rd I	Legislature, Reg Session, Art. IX	Sec. 17.06.(a)			
Termination:	1% salary increase, with a minimum of \$50					
Regular Termination Direct Transfer to Another State Agency	Additional PCA's:					
Agency:						
Termination Reason;	Alternative work schedule:					
Last physical day at work:	Themselve work scredule.					
Hours worked:	Budget Review:	Review;				
Leave Without Pay:	FOR PERSONNEL OFFIC	E USE ONLY:				
Full month LWOP Begin:	Lump Sum Due:	YES NO				
	If YES, amount /hours to pay					
Full month LWOP Return:	First day lump sum can be pa	Amount	Hours			
	First day tump sum can be pa	IG;	and-removes			
ACTION APPROVAL						
1. Supervisor Date	2. Division Direct	for	Date			
Director of Administration Date	4. Executive Dire	ctor	Date			
COMMISSION ACTION			_			
APPROVED DENIED	MVR Check attack	hed: YES	NO			
	Reference Check a	attached: YES	□ NO			
	Job Posting Numb	er:				

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Commission of Texas

December 1, 2012

Effective Date of Action

PERSONNEL ACTION REQUEST

NOTE; Personnel Action Requests must be received by Personnel on or before 5 days prior to the effective month in order to meet the payroll deadline.

EMPLOYEE INFORMAT	TION			
Name: Wootto	on Travi	ie.	L SSN:	
Last	First	3	L SSN: SSN:	
Division: SMRD-	-Applications & Permits			
ACTION REQUESTED	STATE OF STA			
		CURRENT		PROPOSED
New Hire: complete "proposed	d'' information			
☐ New Hire		00000-761	Position Number	00000-752
Transfer from another State Ag		2131	Job Class Code	1601
☐ Promotion ☐ Demotio		Eng. Spec. V	Job Class Title	Manager II
Employee Change: complete c	changing fields in "current"		Functional Job Title	
and "proposed" sections	5 5 4 4 6	90000092100	Organization Code	
☐ Merit Increase	☐ Targeted Merit	Austin	Work Location	D22
Promotion	☐ Targeted Promotion	B21	Group/ Step Monthly Salary	B23 \$6,400.00
☐ Demotion ☐ Reclassification	☐ Merit Bonus ☐ Retention Bonus	\$5,844.41 \$555.59	Increase Amt. % Increase	
☐ Reclassification☐ Hours per week change	☐ Legislative Increase	40	Hours per week (FTE)	9.51 /0
Organization Change		CRF	Employee Type	
☐ Functional Job Title Chang	ge	M	Pay Freq.	
Position Number Change	_		Administrative Leave	
_		15532-50%	PCA/%	05632-50%
		Additional Comments:		
Termination:				
☐ Regular Termination				
☐ Direct Transfer to Another S	State Agency		Current 05532-50%	
Agency:	-	Additional PCA's:	Proposed 15632-50%	
Tigonoy.		Traditional Fortis		
Termination Reason:		Alternative work schedule:		
Last physical day at work:				
Hours Worked:		Budget Review:	01.1 101	
i louis worked.			SW 11/8/12	
		FOR PERSONNEL OFF	ICE USE ONLY:	
Leave Without Pay:				
☐ Full month LWOP Begin:		Lump Sum Due:	YES NO	
☐ Full month LWOP Return:		If YES, amount/hours to pa	ay:	
	·		Amount	Hours
		First day lump sum can be	paid:	
ACTION			1	
1		/ M.	6 / 4	11/7/2012
	D-4-	(Director	
1. Supervisor	Date	1/ //	Director —	Date
1c Num Dog	Jun 11.08.20		We I sould	1119112
3. Human Resources Director	Date	4. Executive	/Deputy Executive Director	Date
	OMMISSION ACTION		and the second second	
		MVR Check	attached: YES	s 🔲 NO
AP	PROVED DENIED		_	_
			heck attached: YES	, [] NO
		Posting Num	iber:	

Railr

Commission of Texas

NOTE: Personnel Action Requests must be received by	Personnel on or before 5 days prior to the effecti		o	
EMPLOYEE INFORMATION				
Name: Wootton Last Division: SMRD-App	Travi First lications & Permits	S	L SSN:	

ACTION REQUESTED				
New Hire: complete "proposed" info	ormation	CURRENT		PROPOSED
☐ New Hire	or matton	00000-761	Position Number	
☐ Transfer from another State Agency	Agency No.:	2130	Job Class Code	2131
☐ Promotion ☐ Demotion	☐ Same	Eng. Spec. IV	Job Class Title	Eng. Spec. V
Employee Change: complete changi	ng fields in "current"		Functional Job Title	
and "proposed" sections		90000092100	Organization Code	
Merit Increase	☐ Targeted Merit	Austin	Work Location	
Promotion	☐ Targeted Promotion	B20	Group/ Step	B 21
☐ Demotion	☐ Merit Bonus	\$5,319.41	Monthly Salary	\$5,844.41
☐ Reclassification☐ Hours per week change	☐ Retention Bonus ☐ Legislative Increase	\$525.00 40	Increase Amt. % Increase	9.87%
Organization Change	LI Legislative ilicrease	CRF	Hours per week (FTE) Employee Type	
☐ Functional Job Title Change		M	Pay Freq.	
☐ Position Number Change		171	Administrative Leave	
		P05532 - 50%	PCA/%	P05532-50%
		Additional Comments:	***************************************	-
Termination:				
☐ Regular Termination				The second secon
☐ Direct Transfer to Another State A	gency			
Agency:		Additional PCA's:	P15532-50%	
Termination Reason:		Alternative work schedule		
Last physical day at work:				
Hours Worked:		Budget Review:	SW 7/19/12	
		FOR PERSONNEL OFF		T - 1
Leave Without Pay:				
☐ Full month LWOP Begin:		Lump Sum Due:	YES NO	
☐ Full month LWOP Return:		If YES, amount/hours to pa	ay:	
			Amount	Hours
		First day lump sum can be	paid:	
ACTION		^	Λ Λ	
(NauVal	2/10/20	12 / 0	/ l'assilla	7/10/2012
Simulation		2 Division	19, wall	7/18/2012 Date 7/19/12
Supervisor	Pate	7.	A GLEY	Date
10 Non sign	- 07/19/20	12 Mary	THE PERSON	7/19/12
3. Human Resources Director	Dale	4. Executive	/Deputy Executive Director	Date
COMM	ICCIONI A CTIONI			
COMM	ISSION ACTION	MAVD Charle	attached: YES	□ NO
APPROV	ED DENIED	MVR Check	attached.	iii no
		Reference Cl	heck attached: YES	□ NO
		Posting Num	her	
		rosting Num	IDCI.	

PERSONNEL ACTION REQUEST

09/01/2011

NOTE: Personnel Action Requests must be received by Personnel on or before 5 days prior to the effective month in order to meet the payroll deadline.					Effective Date of Action		
EMPLOYEE INFORMATION							
Name: WOOTTON, TRAVIS L Last, First Middle Division SURFACE MINING		S	SN:				
ACTION REQUESTED							
New Hire Complete "proposed" information New Hire: Transfer from another State Agency *** Agency No	CURRENT 00000761 2130	Position Job Class		P	ROPOSE	D	
Promotion Demotion Same Employee Change: Complete changing fields in "current" and "proposed" sections	90053492100 Austin	Job Cla Functional Organizat Work L	Job Title ion Code	90000092	2100		
Merit Increase Targeted Merit Promotion Targeted Promotion Demotion Merit Bonus Reclassification Retention Bonus	B20/ \$5,319.41	Group Monthly Increase Amt	Salary % Increase	\$ \$		%	
Hours per week change Organization change Functional Job Title Change	CRF M	Hours per v Employe					
Position Number Change	P05432 50%	PCA		15432		50 %	
Termination: Regular Termination Direct Transfer to Another State Agency Agency:	Additional Comments: FY 2012 Organization Code Change Additional PCA's: 05432 - 50%						
Termination Reason Last physical day at work: Hours worked:	Alternative work schedule Budget Review:						
Leave Without Pay: Full month LWOP Begin:	FOR PERSONNEL OFF Lump Sum Due:	YES	': NO				
Full month LWOP Return:	If YES, amount /hours to p	A	mount		Hours	_	
ACTION APPROVAL						T .	
1. Supervisor Date	2. Division Dir	rector			Date		
3. Human Resources Director Date	4. Executive D	Pirector			Date		
COMMISSION ACTION APPROVED DENIED	MVR Check at	tached:	YES	□ NO			
	Reference Chec	ck attached:	YES	□ NO			

Posting Number: __

Railro

'ommission of Texas

NOTE: Personnel Action		SONNEL ACTION Personnel on or before 5 days prior to the effective		NG.	E,jje	ecuve Date of A	cuon
	INFORMATION						
Name:	Wootton Last	Travi First	S	L S	SN:		
Division:	SM-Applica	tions & Permits - GR					
ACTION REC	UESTED						T
B. 77.	1 . 4 12 . 6		CURRENT			PROPO	OSED
New Hire: comp ☐ New Hire	plete "proposed" info	ormation	00000-761	Position 1	Number	-	
· ·	another State Agency	Agency No.:	2130	Job Class			
☐ Promotion	☐ Demotion	☐ Same	Eng. Spec. IV	Job Clas	s Title		
	ge: complete changi	ng fields in "current"		Functional	Job Title		
and "proposed"	sections		90053492100	Organizati	on Code		
☐ Merit Increa	ase	☐ Targeted Merit	Austin	Work Lo			10.5
☐ Promotion		☐ Targeted Promotion	B20	Group/			
☐ Demotion		Merit Bonus	\$5,319.41	Monthly Sala		\$3,000	
☐ Reclassifica		☐ Retention Bonus	40	Increase Amt. Hours per w	% Increase	4.70	%
☐ Hours per w☐ Organizatio	_	Legislative Increase	CRF	Employe			
	Job Title Change		M	Pay F			-
	mber Change			Administrat			
			P05242 - 50%	PCA	/%	P01921 -	100%
			Additional Comments:				
Termination:							
☐ Regular Term	nination						
□ Direct Transf	fer to Another State A	gency					
Agency:			Additional PCA's:	P01921 - 50%			
Termination Reas	son:		Alternative work schedule				
Last physical day	at work:						
Hours Worked:		·	Budge Review	1			
				TOT TOT ON THE			
Leave Without P) _a		FOR PERSONNEL OF	FICE USE ONLY:			
			Lump Sum Due:	☐ YE	s 🗌 no		
☐ Full month LV	_						
☐ Full month LV	WOP Return:		If YES, amount/hours to p	Day:	nt	Hours	
			First day lump sum can be		•••	22000	
A CONTON			That day rainp bain our be	· para.			_
ACTION		No. 10 to 10		VI		1	
4			(19. Caudle	1	8191	2011
1. Supervisor		Date	2. Division	Director	//_	Date	111
to. Ne	u (Doga	- 08/09/20	0//	Mark	3	Dee	14
3. Human Resou	rces Director	Date	4. Exceuti	e/Deputy Executive D	irector	Date	
	COMM	ISSION ACTION					
			MVR Check	k attached :	YES YES	☐ NO	
	APPROV	EDDENIED	Dafarana C	Check attached:	YES	□ NO	
			Reference C	meek attached:	L 1103		
			Posting Nur	mber:			

PERSONNEL ACTION REQUEST

03/01/2010

Effective Date of Action

NOTE: Personnel Action Requests must be received by Personnel on or before 5 days prior to the effective month in order to meet the payroll deadline.

EMPLOYEE INFORMATION					
Name: WOOTTON, TRAVIS L		SSN:			
Last, First Middle					
Division SM-Applications & Permits - GR					
ACTION REQUESTED					
	CURRENT		PROPOSED		
New Hire Complete "proposed" information	00000761	Position Number	THOTOSED		
New Hire:	2130	Job Class Code			
Transfer from another State Agency *** Agency No.	ENGINEERING SPECIALIST IV	Job Class Title			
Promotion Demotion Same		Functional Job Title			
Employee Change: Complete changing fields in "current" and	90000192100	Organization Code	90053492100		
"proposed" sections	Austin	Work Location			
Merit Increase Targeted Merit	B20/	Group/Step			
Promotion Targeted Promotion	\$5,319.41	Monthly Salary			
Demotion Merit Bonus		Increase Amt % Increase	\$0 0.00%		
Reclassification Retention Bonus	40	Hours per week (FTE)	0.0070		
Hours per week change Legislative Change	CRF	Employee Type			
Organization change	M	Pay Frequency			
Functional Job Title Change					
Position Number Change	P01921 50%	PCA/%	P05342 50%		
Termination:	Additional Comments: Org. Co.	de change and PCA switch to reflect co	rrect MOF for longevity payment		
Regular Termination					
Direct Transfer to Another State Agency	Additional PCA's:				
		Proposed: P0	1921 50%		
Agency.					
Termination Reason;	Alternative work schedule				
Last physical day at work					
Hours worked	Budget Review:				
	Budget Review				
Leave Without Pay:	FOR PERSONNEL OFF	ICE USE ONLY:			
Full month LWOP Begin:	Lump Sum Due:	YES NO			
Tun month Ewor Begin.	If VES amount /hours to r	2017			
Full month LWOP Return:	If YES, amount /hours to p	Amount	Hours		
	First day lump sum can be paid:				
		•			
ACTION APPROVAL					
1. Supervisor Date	2. Division Dir	rector	Date		
1. Supervisor Date	2. Division Dir	ector	Date		
3. Personnel Director Date	4. Executive/D	eputy Executive Director	Date		
COMMISSION ACTION					
APPROVED DENIED	MVR Check att	tached: YES	NO		
ALLYOAED DEMIED					
	Reference Chec	ek attached:	NO		
	Posting Numbe	r:			

PERSONNEL ACTION REQUEST

E:Personnel Action Requests must be received by Personnel on or before 5 days prior to the effective month in order to meet the payroil dendline.				Effective Date of Action	
EMPLOYEE INFORMATION				7.5	3 1 1 1
Name: WOOTTON, TRAVIS L Last, First Middle Division: SM-Applications & Permits - FED		S	SN:		
ACTION REQUESTED					-
New Hire Complete "proposed" information New Hire:	CURRENT 00000761 2130	Position Job Clas		2130	ROPOSED
Transfer from another State Agency *** Agency No Promotion Demotion Same	ENGINEERING SPECIALIST V	Job Cla	ss Title	ENGINEERING	SPECIALIST IV
Employee Change: Complete changing fields in "current" and	90052592100 Austin	Organizat Work L		900001921	00
"proposed" sections Merit Increase Targeted Merit	B12/ \$5,319.41	Group		B20/ \$5,319.41	
Promotion Targeted Promotion Demotion Merit Bonus	40	Increase Amt Hours per v	% Increase	\$0	0.00%
Reclassification Retention Bonus Hours per week change Legislative Change	CRF M	Employe Pay Fre	ее Туре		
Organization change Salary Increase Position Number Change	P26541	BF Longe PCA	evity	P01921	
Termination:	Additional Comments: SB 1, 81st Legislature, Reg Session				
Regular Termination Direct Transfer to Another State Agency Agency:	Additional PCA's:				<u> </u>
Termination Reason: Last physical day at work: Hours worked:	Alternative work schedule:				
	Budget Review:				
Leave Without Pay: Full month LWOP Begin:	FOR PERSONNEL OFF Lump Sum Due:	ICE USE ONLY			
Full month LWOP Return:	If YES, amount /hours to p	A	mount	MARINA, MARINA	Hours
ACTION APPROVAL					
~					
1. Supervisor Date	2. Division Dir	ector			Date
3. Personnel Director Date	4. Executive/D	eputy Executive	Director		Date
COMMISSION ACTION APPROVED DENIED	MVR Check att	ached:	YES	□ NO	
	Reference Chec	k attached:	YES	□ NO	
	Posting Numbe	r:			

PERSONNEL ACTION REQUEST

NOTE: Personnel Action Requests must be received by Personnel on or before 5 days prior to the effective month in order to meet the payroll deadline.

08/31/2009

Effective Date of Action:

EMPLOYEE INFORMATION				
Name: WOOTTON, TRAVIS L Last, First Middle Division: SM-Applications & Permits - FED	SSN:			
ACTION REQUESTED				
New Hire complete "proposed" information	CURRENT		PROPOSED	
New Hire:	00000761	Position Number		
Transfer from another State Agency *** Agency No.	2130	Job Class Code		
Promotion Demotion Same	ENGINEERING SPECIALIST V 90052592100	Job Class Title Organization Code		
Employee Change: complete changing fields in "current" and	Austin	Work Location		
"proposed" sections	B12/	Group/Step		
Merit Increase Targeted Merit	\$5,319.41	Monthly Salary		
Promotion Targeted Promoti	on	Increase Amt % Increase	\$800	
Demotion Merit Bonus	40	Hours per week (FTE)		
Reclassification Retention Bonus	CRF	Employee Type		
Hours per week change Legislative Increa	M	Pay Freq.		
Organization change Salary Increase		BRP Longevity		
Position Number Change		PCA/%		
- Contion realises				
Termination: Regular Termination Direct Transfer to Another State Agency Agency:	Additional Comments: HB 4586, Section 89, 81st Legislature, Reg Session, 1X Retention Bonus. Additional PCA's:			
Termination Reason: Last physical day at work: Hours Worked:	Budget Review:			
Leave Without Pay:	FOR PERSONNEL OFFICE	USE ONLY:		
Full month LWOP Begin	Lump Sum Due:	YES NO	-	
Full month LWOP Return	If YES, amount /hours to pay:			
	First day lump sum can be paid	1	-	
ACTION APPROVAL				
1. Supervisor Date	2. Division Dire	ector	Date	
3. Personnel Director Date	4. Executive/De	puty Executive Director	Date	
COMMISSION ACTION				
APPROVED DENIED	MVR Check atta	ached: YES	□ NO	
	Reference Check	c attached: YES	□ NO	
	Posting Number			

PERSONNEL ACTION REQUEST

08/01/09
Effective Date of Action

NOTE: Personnel Action Requests must be received by Personnel on or before 5 days prior to the effective month in order to meet the payroll deadline.

EMPLOYER	INFORMATION					
Name:	Wooton	Travi	e	22	SN:	
ivanic.	Last	First	<u> </u>	MI	DIN:	
Division:	SM - Application	ns & Permits				
ACTION RE	OHESTED	2.000 mmmm			**	
ACTIONIC	QUESTED			1		
New Hire: con	mplete "proposed" info	rmation	CURRENT			PROPOSED
☐ New Hire			00000-761	Position N	umber	
☐ Transfer from	m another State Agency	Agency No.:	2129	Job Class		2130
☐ Promotion	Demotion	☐ Same	Eng. Spec. IV	Job Class		Eng. Spec. V
	nge: complete changin	ng fields in "current"	90052592100	Organizatio		
and "proposed			Austin	Work Loc		
☐ Merit Incr		☐ Targeted Merit	B11	Group/ S		B12
Promotion	-	☐ Targeted Promotion	\$5,069.41	Monthly S		\$5,319.41
☐ Demotion ☐ Reclassifie		☐ Merit Bonus ☐ Retention Bonus	\$250.00	Increase Amt.	% Increase	4.93%
	week change	☐ Legislative Increase	40 CRF	Hours per we		
	ion Change	Legislative increase	M	Employee Pay Fre		
☐ Salary Inc			141	BRP		
	lumber Change			Longev		
			26541-50%	PCA/9		
	-		Additional Comments:			
Termination:						
☐ Regular Ter	rmination		*			
	sfer to Another State Ag	gency				
Agency:	•		Additional PCA's:	26001-50%		
Agency.			Additional FCA's.			****
Termination Re	eason:		Alternative work schedule:			
Last physical da	av at work:					
Hours Worked:	· -		Budget Review:	1		-
riouis worked.	_		210 7/14	(00)		
			FOR PERSONNEL OFFI	CE USE ONLY:		
Leave Without	Pay:					
☐ Full month L	WOP Begin:		Lump Sum Due:	☐ YES	□ NO	
☐ Full month L	WOP Return:		If YES, amount/hours to pa	v:		
	_	· · · · · · · · · · · · · · · · · · ·	,	Amount		Hours
			First day lump sum can be	paid:	244	
ACTION AP	PROVAL			, 1		
			1/1	· V/ 0/		7000
			Kulu	- Atolike	m	7-8-09
1. Supervisor	(h-2	Date	7. Division I	Director		Date
tc Ma	u loga	07/08	109	full		7/15/18
3. Personnel Di	irector	Date	4. Deputy Ex	ecutive Director		Date
	COMMI	SSION ACTION		* * *		100
			MVR Check	attached:	☐ YES	□ NO
	<u>APPROVE</u>	D DENIED	Reference Ch	eck attached:	☐ YES	□ NO
			Posting Numl			

PERSONNEL ACTION REQUEST

EMPLOYEE INFORMATION			
Name: WOOTTON, TRAVIS L	SSN:		
Last, First Middle	3311.		-
Division: SM-Applications & Permits - GR			
ACTION REQUESTED			
New Hire complete "proposed" information	CURRENT		PROPOSED
New Hire:	00000761	Position Number	
Transfer from another State Agency *** Agency No.	2129	Job Class Code	
	ENGINEERING SPECIALIST IV	Job Class Title	
Promotion Demotion Same		Working Title	
Employee Change: complete changing fields in "current" and	90000192100	Organization Code	
"proposed" sections	Austin	Work Location	
Merit Increase	B11/	Group/Step	
Promotion	\$4,970.01	Monthly Salary	\$5,069.41
Demotion	40	Hours per week (FTE)	
Reclassification	CRF	Employee Type	
Hours per week change	М	Pay Freq.	
Organization change		BRP	
Salary Increase		Longevity	
Title Change		PCA/%	
Termination: Regular Termination Direct Transfer to Another State Agency Agency:	Additional PCA's:	99 Legislative 2% salary increase,	Will a minimum of 350.00.
Termination Reason:	Budget Review:		
Last physical day at work: hrs worked:			
Leave Without Pay:	FOR PERSONNEL OFFICE Lump Sum Due: YES/NO	USE ONLY:	
Full month LWOP Begin	If YES, amount /hours to pay:		
Full month LWOP Return	First day lump sum can be paid:		
1. Supervisor Date	2. Division Direc	ctor	Date
3. Personnel Director Date	4. Chief Financia	al Officer	Date
COMMISSION ACTION			
APPROVED DENIED	MVR Check attac	ched:ye	esno
	Eligible to drive:	y	resno

Railroad Commission of T	exas			1.0
DEI	DOMNIET ACTIO	M DECLIECT		nber 1, 2007
	RSONNEL ACTIO		Effective	Date of Action:
EMPLOYEE INFORMA	received by Personnel on or before 5 days prior to the	ne effective month in order to meet the payr	oll deadline	
EMI LOTEE INFORMA	11011			
Name: Wootton	Travis	L. M.I.	SSN:	
Last	First	M.I.		_
Division: SM – APPLIC	CATIONS AND PERMITS			
ACTION REQUESTED				
New Hire: complete "propose	ad" information	CURRENT		PROPOSED
□ New Hire	za injormation	00000761	Position Number	00000761
☐ Transfer from another State	Agency *** Agency No.	2129	Job Class Code	2129
	motion	Eng. Spec. IV	Job Class Title	Eng. Spec. IV
		001	Working Title	001
Employee Change: complete	changing fields in "current"	900- 504 -921-00	Organization Code	900- 504 -921-00
and "proposed" sections	\ /	Austin	Work Location	Austin
Merit Increase	Targeted Merit	B11	Group/ Step	B11
Promotion	Targeted Promotion	\$4,645.01	Monthly Salary	\$4,970.01
☐ Demotion	☐ Merit Bonus	40.00	Hours per week (FTE)	40:00
☐ Reclass/Title change	☐ Retention Bonus	CRF	Employee Type	CRF
☐ Hours per week change		M	Pay Freq.	M
Organization change			BRP	
Salary Increase			Longevity	
Position Number Change		26001-50%	PCA/%	26001-50%
		Additional Comments:	100	
Termination:		45365 mg	17.90 ino	ilabl
☐ Regular Termination		1	<u> </u>	
☐ Direct Transfer to Another	r State Agency	-akoxo		
Agency:		Additional PCA's: O265	41-50%	
Termination Reason:		Alternative work schedule		
Last physical day at work:	hrs worked:	Dudant Bariana (A)	MA (0/2/nA	
,		Budget Review: FOR PERSONNEL OF	FICE USE ONLY: PAR POA	COMMISSION OF TEXAS
Leave Without Pay:		FOR PERSONNEL OF	FICE USE UNLY: AMERUM	D GOMINIOGION OF TEXAS
☐ Full month LWOP Begin		Lump Sum Due: YES/NO	O.	CT 0 1 2007
☐ Full month LWOP Return	1	If YES, amount/hours to p	oav:	
		First day lump sum can be	paid: P	ERSONNEL DIVISIUM
السائد حائدة الأساء المسائد			1 0	
		1.0.	1 1 -0-1.	10-1-07
1. Supervisor	Date	2. Division Direct	13. Horan	Date
1. Supervisor	Date	2. Division Direc	ctor	Date
6		\mathcal{L}	//	10 00 00
1 July 30	gan 10.02.200	$27 \mathcal{N} \cdot \mathcal{N}$	Vud	10-3-07
3. Personnel Director	Date	4. Chief Financia	l Officer I	Date
COMM	ISSION ACTION	MVP Check attack	ched:yes	no
APPROV		IVI V IC CHECK ALIAC	yes	
1				ì
		Reference Check	attached:yes	no
		Posting Number:		
	1			

Railroad Commission of Texas PERSONNEL ACT NOTE: Personnel Action Requests must be received by Personnel on or before 5 day	09/01/2007 Effective Date of Action:			
EMPLOYEE INFORMATION				
Name: WOOTTON, TRAVIS L Last, First Middle Division: SM-Applications & Permits - GR	SSN:			
ACTION REQUESTED				
New Hire complete "proposed" information New Hire: Transfer from another State Agency *** Agency No.	CURRENT 00000761 2129	Position Number Job Class Code	PRO	DPOSED
Promotion Demotion Same Employee Change: complete changing fields in "current" and	engineering specialist iv 90000192100	Job Class Title Working Title Organization Code		
"proposed" sections Merit Increase Promotion Demotion Reclassification	Austin B11/ \$4,553.94 40	Work Location Group/Step Monthly Salary Hours per week (FTE	\$4,645	5.01
Hours per week change Organization change Salary Increase Title Change	CRF M	Employee Type Pay Freq. BRP Longevity PCA/%		
Termination: Regular Termination Direct Transfer to Another State Agency Agency: Termination Reason: Last physical day at work: hrs worked:	Additional Comments: FY200 Additional PCA's: Budget Review:)8 Legislative 2% salary inci	rease, with a minim	ım of \$50.00.
Leave Without Pay: Full month LWOP Begin Full month LWOP Return	FOR PERSONNEL OFFICE L Lump Sum Due: YES/NO If YES, amount /hours to pay: First day lump sum can be paid:			
1. Supervisor Date	2. Division Direct	etor	D	ate
3. Personnel Director Date	4. Chief Financia	ıl Officer	Da	ate
COMMISSION ACTION APPROVED DENIED	MVR Check attac	ched:	yes	_no
		attached:		no

Railroad Commission of Texa	5				
PERS	ONNEL ACTIO	ON REQUEST		ne 1, 2007_ tive Date of Action:	
NOTE: Personnel Action Requests must be receive EMPLOYEE INFORMATIO	d by Personnel on or before 5 days prior to th		ll deadline		
Name: Wootton Last	<u>Travis</u> First	<u>L.</u> S M.I.	SSN: _		
Last	1.1121	171.1.			
Division: SM – APPLICAT	IONS AND PERMITS				
ACTION REQUESTED					
New Hire: complete "proposed"	information	CURRENT		PROPOSED	
□ New Hire		00000761	Position Number	00000761	
☐ Transfer from another State Agen	cy *** Agency No	2129	Job Class Code	2129	
☐ Promotion ☐ Demotio		Eng. Spec. IV	Job Class Title	Eng. Spec. IV	
			Working Title		
Employee Change: complete char	nging fields in "current"	900-504-921-00	Organization Code	900-504-921-00	
and "proposed" sections		Austin	Work Location	Austin	
	Targeted Merit	B11	Group/ Step	B11	
	Targeted Promotion	\$4,378.94	Monthly Salary	\$4,553.94	
	Merit Bonus	40.00	Hours per week (FTE)	40:00	
	Retention Bonus	CRF	Employee Type	CRF	
Hours per week change		M	Pay Freq.	M	
Organization change			BRP		
Salary Increase			Longevity		
☐ Position Number Change		26001-50%	PCA/%	26001-50%	
Termination:		Additional Comments: Funded by under-fill p	100		
☐ Regular Termination		4% increase (8175/mo)			
☐ Direct Transfer to Another Sta	ate Agency	- TO CUNCHINO	elen Dirrioj		
Agency:	3	Additional PCA's: 2654	41-50% Primary		
Termination Reason:		Alternative work schedule			
Last physical day at work:	hrs worked:	Budget Review: 3720 67			
		FOR PERSONNEL OFF			
Leave Without Pay:		FOR PERSONNEL OFF	ICE USE UNLY:		
☐ Full month LWOP Begin		Lump Sum Due: YES/NO			
☐ Full month LWOP Return		If YES, amount/hours to pay:			
		First day lump sum can be			
State of the state			10		
		1.0.0	11-0-8.	6 27 07	
1 0	D	- Williams). Ongan	5-23-07	
1. Supervisor	Date	2. Division Direct	tor (Date	
11. (3.	5 - 5	_ 1			
to Mach Logar	- 05.23. Zor	o7 / //	who -	525-07	
3. Personnel Director	Date	4. Chief Financial	Officer	Date	
COMMISSI	ON ACTION	Ann of the	1 1.		
APPROVED	DENIED	MVR Check attac	hed:yes	no	
	T				
		Reference Check a	nttached:yes _	no	
		Posting Number:			
	1				

PERSONNEL ACTION REQUEST

EMPLOYEE INFORMATION				
Name: WOOTTON, TRAVIS L	SSN:			
Last, First Middle				
Division: SM-Applications & Permits				
ACTION REQUESTED				
New Hire complete "proposed" information	CURRENT		PROPOSED	
New Hire:	00000761	Position Number		
Transfer from another State Agency *** Agency No	2129	Job Class Code		
Transier from another state Agency Agency Agency Agency Agency	ENGINEERING SPECIALIST IV	Job Class Title		
Promotion Demotion Same	ENGINEERING OF CONTENT IV	Working Title		
Employee Change: complete changing fields in "current" and	90050492100	Organization Code		
"proposed" sections	Austin	Work Location		
Merit Increase	B11/	Group/Step		
Promotion	\$4,251.40	Monthly Salary	\$4,378.94	
Demotion	40	Hours per week (FTE)		
Reclassification	CRF	Employee Type		
Hours per week change	М	Pay Freq.		
Organization change		BRP		
Salary Increase	\$100.00	Longevity		
Title Change		PCA/%		
T	Additional Comments: FY200	07 Legislative 3% salary increase, v	with a minimum of \$50.00.	
Termination:				
Regular Termination	Additional PCA's:			
Direct Transfer to Another State Agency				
Agency:				
	Budget Review:			
Termination Reason:				
Last physical day at work: hrs worked:	_			
Leave Without Pay:	FOR PERSONNEL OFFICE	USE ONLY:		
Full month LWOP Begin	Lump Sum Duc: YES/NO			
Full month LWOP Return	If YES, amount /hours to pay:			
	First day lump sum can be paid:			
1. Supervisor Date	2. Division Direc	etor	Date	
3. Personnel Director Date	4. Chief Financia	al Officer	Date	
COMMISSION ACTION				
APPROVED DENIED	MVR Check attac	ched:ye	sno	
	Eligible to drive:	y	esno	
		attached:y		

Railroad Commission of Texas PERSONNEL ACTI NOTE: Personnel Action Requests must be received by Personnel on or before 5 days prior to		Effect	zust 1, 2006_ ive Date of Action:
EMPLOYEE INFORMATION			
Name: Wootton Travis	L. M.I.	SSN:	RAILROAD COMMISSION OF TE
Last First	M.I.		AUG 0 3 2006
Division: SM – APPLICATIONS AND PERMITS			
CONON PROVINCED			PERSONNEL DIVIDIO
ACTION REQUESTED	1	T	
New Hire: complete "proposed" information	CURRENT		PROPOSED
□ New Hire	00000761	Position Number	00000761
Transfer from another State Agency *** Agency No.	2129	Job Class Code	2129
□ Promotion □ Demotion □ Same	Eng. Spec. IV	Job Class Title Working Title	Eng. Spec. IV
Employee Change: complete changing fields in "current"	900-504-921-00	Organization Code	900-504-921-00
and "proposed" sections	Austin	Work Location	Austin
Merit Increase □ Targeted Merit	B11	Group/ Step	B11
☐ Promotion ☐ Targeted Promotion	\$4,066.40	Monthly Salary	\$4,251.40
Demotion Merit Bonus	40.00	Hours per week (FTE)	40:00
Reclass/Title change	CRF	Employee Type	CRF
Hours per week change	M	Pay Freq.	M
☐ Organization change ☐ Salary Increase	-	BRP	
Position Number Change	26001-50%	Longevity PCA/%	26001-50%
1 ostron rumber charge	Additional Comments:		20001-3076
□ Regular Termination □ Direct Transfer to Another State Agency Agency: Additional PCA's: 26541-50% Termination Reason: Last physical day at work: hrs worked: Budget Review: For Personnel Office Use Only:			
	10	1100.	
1. Supervisor Date	2. Division Direct	ctor	8-2-06 Date 8-10.00
Illan Baco sono	1	11 /	
March Osgan 08:03-20	106 No 7	Vud	8-10.06
Personnel Director Date	4. Chief Financia	l Officer	Date
COMMISSION ACTION APPROVED DENIED	MVR Check attac	ched:yes	no
	Reference Check	attached:yes	no
	Posting Number:		

PERSONNEL A NOTE: Personnel Action Requests must be received by Personnel on or b	CITON REQUES fore 5 days prior to the effective month in order to me	E.	ffective Date of Action:
EMPLOYEE INFORMATION			
Name: WOOTTON, TRAVIS L Last, First Middle Division: SM-Applications & Permits	SSN:		
ACTION REQUESTED			
New Hire complete "proposed" information New Hire: Transfer from another State Agency *** Agency No Promotion Demotion Sam Employee Change: complete changing fields in "current" "proposed" sections Merit Increase Promotion Demotion Demotion Hours per week change		Position Number Job Class Code Job Class Title Working Title Organization Code Work Location Group/Step Monthly Salary Hours per week (FTE) Employee Type	\$4,066.40
Organization change Salary Increase Title Change Termination: Regular Termination	M \$100.00 Additional Comments: FY200	Pay Freq. BRP Longevity PCA/% 06 Legislative 4% salary increase	se, with a minimum of \$100.00.
Direct Transfer to Another State Agency Agency: Termination Reason: Last physical day at work: hrs worked: Leave Without Pay: Full month LWOP Begin Full month LWOP Return	Budget Review: FOR PERSONNEL OFFICE Lump Sum Due: YES/NO If YES, amount /hours to pay:	USE ONLY:	
1. Supervisor Dat	First day lump sum can be paid: e 2. Division Direct		Date
3. Personnel Director Dat	e 4. Chief Financia	al Officer	Date
COMMISSION ACTION APPROVED DENIED	Eligible to drive:	attached:	_yesno

Railroad Commission of Texas September 1, 2005 PERSONNEL ACTION REQUEST Effective Date of Action: NOTE: Personnel Action Requests must be received by Personnel on or before 5 days prior to the effective month in order to meet the payroll deadline **EMPLOYEE INFORMATION** Name: _ Wootton Travis SSN: Division: SM – APPLICATIONS AND PERMITS **ACTION REQUESTED CURRENT PROPOSED** New Hire: complete "proposed" information □ New Hire 00000761 Position Number 00000761 Transfer from another State Agency *** Agency No. 2129 Job Class Code 2129 Promotion Demotion Same Eng. Spec. III Job Class Title Eng. Spec. IV Working Title Employee Change: complete changing fields in "current" Organization Code and "proposed" sections Work Location Austin Austin Merit Increase ☐ Targeted Merit B11 Group/ Step B11 Promotion ☐ Targeted Promotion Monthly Salary \$3,910.00 \$3,910.00 Demotion Merit Bonus 40:00 Hours per week (FTE) 40:00 Reclass/Title change ☐ Retention Bonus **CRF** Employee Type **CRF** Hours per week change Regular Pay Freq. Regular Organization change BRP ☐ Salary Increase Longevity ☐ Position Number Change PCA/% Additional Comments: Termination: ☐ Regular Termination ☐ Direct Transfer to Another State Agency Additional PCA's: Agency: Termination Reason: Alternative work schedule Last physical day at work: ____ hrs worked:____ Budget Review: FOR PERSONNEL OFFICE USE ONLY: Leave Without Pay: ☐ Full month LWOP Begin Lump Sum Due: YES/NO ☐ Full month LWOP Return If YES, amount/hours to pay: First day lump sum can be paid: ACTION APPROVAL 2. Division Director 1. Supervisor Date Date 4. Chief Financial Officer 3. Personnel Director Date Date **COMMISSION ACTION** MVR Check attached: _______yes ______no APPROVED DENIED Reference Check attached: ______yes _____no

Posting Number:

Railroad Commission of Texas				
	A CTION DECLI	COR		st 1, 2005
PERSONNEL NOTE: Personnel Action Requests must be received by Personnel on or before	ACTION REQUI		Effective	e Date of Action:
EMPLOYEE INFORMATION	e 3 days prior to the enective month in order to h	icet the payron deadine		
Name: Wootton Travis Last First	L. M.I.	SSN: _		-
Last First	M.I.			
Division: SM – APPLICATIONS AND PER	RMITS			
ACTION REQUESTED				
Nau Hiras complete "muoneced" information	CURRENT	r		PROPOSED
New Hire: complete "proposed" information ☐ New Hire	00000761		umher	T KOT OSED
☐ Transfer from another State Agency *** Agency No.				
☐ Promotion ☐ Demotion ☐ Sa				
	504	Working	Title	
Employee Change: complete changing fields in "ca	urrent" 900- 00 1-921-			
and "proposed" sections	Austin	Work Loc	ation	
☐ Merit Increase ☐ Targeted Mer		Group/ S		
Promotion				\$1,600.00
Demotion Merit Bonus	40.00	Hours per we		
☐ Reclass/Title change ☐ Retention Bo		Employee		
Hours per week change Organization change	Regular	Pay Fre		
Salary Increase		Longev		
Position Number Change	20001-50%			20001-50%
1 Osition Punioer Change	Additional Com		70	20001-30 /6
Termination:	7. in the second			
☐ Regular Termination	*			
☐ Direct Transfer to Another State Agency				
Agency:	Additional PCA's	: 20541-50% primap	w	
		1		
Termination Reason:	Alternative work	schedule		
Last physical day at work: hrs worked:		0.00		
- BW-6	Budget Review:			
Y IXP.I A D	FOR PERSONN	EL OFFICE USE ONLY	•	
Leave Without Pay: ☐ Full month LWOP Begin	Lump Sum Due:	VES/NO		
☐ Full month LWOP Return	If YES, amount/h			
		n can be paid:		
ACTION APPROVAL	A -	0 .1 - 1		
	heli	i 13. Holds	m	8-15-2005
1. Supervisor Date	2. Divisi	on Director		Date
at Klaye Same 08	15.2005 Ka	Hall Dima		Date 8 18 05
		ung rylle		
3. Personnel Director Date	4. Chief I	Financial Office		Date
CONTROL ACTION				
COMMISSION ACTION	MVR Ch	eck attached:	yes	no
APPROVED DENIED	_			
	Reference	Check attached:	ves	no
	1,010,0110			
	Posting N	Jumber:		
	1 Ostilig 1			